March 18, 2024

LAKE FOREST PARK ROTARY ZOOM FOUNDATION BOARD MEETING

Meeting called to order at 5:33PM by Charlie Webber (President Paul McMurray was out of town)

Attendance:

Foundation Vice President Charlie Webber, Treasurer Allison Reagan, Secretary Larry French, Ed Pearson, Jill Brady, Mary Starkebaum, Darlene Zulauf, Heidi Shepherd, Linda Holman, Ed Sterner, and guests Alan Merry and Terry Smith

* Approval of meeting minutes: Larry
  + The minutes of the November 30, 2023 meeting were shared and reviewed.
    - Motion to approve was made by Allison with a second from Heidi.
    - No discussion.
    - Minutes approved unanimously.
  + The minutes of the January 3rd, 2024 standup meeting were shared and reviewed.
    - Motion to approve was made by Allison with a second from Heidi.
    - No discussion.
    - Minutes approved unanimously.
  + Board minutes will be filed on DACdb.
* John Halver fish pin recognition: Group
  + Paul McMurray has proposed giving donors of $1,000 or more one of our Fish Pins as recognition and thanks.
  + Group agreed that this is worthy but had many questions.
    - Do we do past donors? This would require a lot of digging for which Allison does not have time. Proposed that we consider starting 2024-25 year.
    - Club members only? Or other donors?
    - How do we do this? Ceremony at meetings? Or?
    - A subcommittee was proposed and Paul will be asked to lead this. Ed Pearson, Ed Sterner and Allison offered to help.
  + Suggestion was made that these guidelines be added to our discussion of the updates on the Foundation Policies and Procedures.
* Financial Report: Allison
  + The financial report was reviewed.
  + Additional donation of $1,000 by Eric King which puts our auction gross proceeds >$108,000.00.
  + Mary asked that the returned $2,500 be available as an addition to her current budget. Contribution ot the Ghana project, when resumed, would be paid from her regular 2024-25 budget.
  + Allison shared that our annual Federal Return 990 Form has been a challenge and needs professional support. She had $450 approved for this year’s support. It was suggested that this be added to the 2024-25 budget.
* Foundation Secretary: Larry
  + Larry’s term as Foundation Secretary ends June 30th, 2024, and as he is leaving the area will need a replacement. Ed Pearson will share this need with the Club and seek a volunteer.
  + Allison developed a manual as support.
  + Conflict of Interest forms are required annually for all Board members. They will be provided in early July and must be returned in the Secretary in a timely manner.
* Policies and Procedures:
  + Now that the Foundation By Laws have been updated and approved, the Foundation Policies and Procedures must also be reviewed to assure consistency.
  + A committee of Allison, Ed Sterner and Charlie will be proposed to Foundation President, Paul McMurray.
  + Larry will send the 2021 version along with the new By Laws for all Board members to review. Input should be made in a timely basis to the committee.
  + Both documents will be on DACdb.
* Meeting adjourned at 6:08PM.

Minutes respectfully submitted by Larry French.